

COVID-19 Guidelines

In order to protect all families, HBA has put into place guidelines and procedures to prevent the spread of COVID-19. Although HBA is not a school, we will be acting in accordance with the recommendations given in the Health and Safety Guidance for Ohio's K-12 Schools. To that end, the following protocols will apply for the 2021-2022 HBA year.

If at any time the state health department changes its recommendation, the HBA Board will meet to discuss the recommendations, and the Director will communicate any protocol adjustments to all attendees.

Protocol 1: Vigilantly assess for symptoms

All attendees are required to assess symptoms before arriving at HBA. Anyone with a temperature above 100°F should stay at home. Additionally, you are to stay home if you are experiencing 2 or more of the following symptoms – cough or shortness of breath, sore throat, chills, muscle pain, headache, recent loss of taste or smell, congestion/runny nose, nausea/vomiting, or diarrhea. Should any attendee exhibit symptoms while on premises, they will go home immediately.

Protocol 2: Wash and sanitize hands to prevent spread

All attendees should practice frequent handwashing with soap for at least 20 seconds before arrival, when hands are dirty, before and after eating, and after using the restroom. Hand sanitizer is also available in every classroom.

Protocol 3: Thoroughly clean and sanitize the environment to limit spread on shared surfaces

Cleaning and disinfection will be done before and after each school day. Antibacterial wipes will be available in each room. Any sharing of supplies is discouraged, and any item that must be shared will be sanitized between each user. Between each class, teachers or parents will wipe down tables, the backs of chairs, and door handles, so they are clean for the next group of students.

Protocol 4: Practice social distancing

Attendees will maintain an appropriate social distance in all environments, including the front entrance, classrooms, hallways, and restrooms. Seating in classrooms will be spaced to provide students ample distance.

Protocol 5: Implement face covering policy

Following the state health department's mandate, all attendees (visitors, parents, and students) are required to wear a mask that covers the nose, mouth, and chin. Masks must be made of tightly woven fabrics (such as cotton or cotton blends) or an approved disposable mask.

Procedures for COVID exposure, diagnosis, and quarantine

- **Diagnosed or Exposure to COVID-19:** Families must notify the Director if any attending family member has been diagnosed/exposed to COVID-19 or if anyone in their household has been diagnosed with or presumed to have COVID-19 (tested but

waiting on results).

Members with any known exposure to someone with diagnosed COVID-19 must self-quarantine at home for 10 days; Members who travel to a location with known community spread must self-quarantine at home for 14 days.

- **Returning to HBA Following Quarantine:** Members with confirmed COVID-19 may return to HBA after fever is resolved AND respiratory symptoms (cough, shortness of breath) improve AND they have a negative COVID-19 test result; Persons with presumed COVID-19 may return when at least 7 days have passed since the onset of symptoms AND 72 hours after fever resolves AND respiratory symptoms (cough, shortness of breath) improve.
- **Communication and Plan for Outbreak:** If a family has a member(s) who tests positive for COVID -19, the Director will immediately inform HBA members via email, keeping the infected family's name confidential. They will also contact the staff at Heritage Christian Church and work closely with the church to monitor the situation and increase cleaning procedures.

If members of a second family should test positive for COVID-19 at the same time, HBA will again immediately inform all parties and close for a minimum of 2 weeks. The local health department will be contacted and HBA will follow their guidelines to determine the next steps.